



## Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

### SHADOXHURST PARISH COUNCIL

#### MINUTES 477

### MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

WEDNESDAY 14<sup>th</sup> JUNE 2023 COMMENCING AT 6PM

<b>PRESENT:</b>	Cllr E Yeomans (Chair), Cllr D Ledger (Vice Chair), Cllr M Richmond Coggan, Cllr V Brisley, Cllr D Williams & Cllr S Matarazzo
<b>PARISH CLERK:</b>	Ms C Laming
<b>IN ATTENDANCE:</b>	Borough Cllr D Ledger & Borough Cllr E Hicks

#### 1. APOLOGIES FOR ABSENCE

There were two apologies for absence. Cllr D Juniper. County & Cllr David Robey (KCC). Cllr S Matarazzo sent an apology before the meeting, for not being able to attend the start.

**Proposed** Cllr M Richmond Coggan

**Seconded** Cllr V Brisley

#### 2. DECLARATIONS OF PECUNIARY AND SIGNIFICANT INTEREST

##### Declarations of Pecuniary Interest

There was one Declaration of Pecuniary Interest. Borough Cllr D Ledger signed the DOI book and left the room during the discussions of the proposed Wastewater Treatment Plant for CG Development Scheme.

##### Declarations of Significant Interest.

There were no Declaration of Significant Interest.

#### 3. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 476 of the Annual Parish Council Meeting held on Wednesday 17<sup>th</sup> May 2023 were accepted and it was unanimously agreed that Chair E Yeomans should sign them.

**Proposed** Cllr M Richmond Coggan

**Seconded** Cllr V Brisley

Cllr S Matarazzo arrived at the meeting at 6.09pm.

#### 4. REPORTS FROM BOROUGH COUNCILLORS & COUNTY COUNCILLORS

BOROUGH COUNCILLOR'S REPORT – See Appendix A

COUNTY COUNCILLOR'S REPORT See Appendix B

#### 5. PUBLIC INTERVAL (18.15-18.25)

There were two members of the public present, which included Borough Cllr Aline Hicks & one local resident. Borough Cllr Anne Hicks discussed the importance of a 'tree policy' and the proposed Wastewater Treatment Plant for CG Development Scheme. It was suggested and agreed that all 3 parishes (Great Chart, Kingsnorth & Shadoxhurst), meet to discuss.

Cllr S Matarazzo agreed to forward on the Forestry Commission's contact details to the Clerk.

## 6. CHAIRMAN'S UPDATE (see Appendix C)

### ADVISORY GROUP REPORTS, DISCUSSIONS & AGREEMENTS

## 7. PLANNING (see Appendix D)

The Council's decisions on applications received by the date of this agenda are shown in Appendix D. It was reported that additional hardcore had been laid around the house, ready for the erection of scaffolding.

## 8. FINANCE & POLICY

Account Balances/Ledgers & Reporting (see Appendix E)

Payment of Accounts

Accounts to be Paid

June 2023

		net	vat	gross	total	Account
Clerk's Salary	June Salary	693.33		693.33	<b>693.33</b>	SPC
Clerk's Expenses	Fuel, Home Office	24.12		24.12	<b>24.12</b>	SPC
Caretaker's Salary	June Salary	150.00		150.00	<b>150.00</b>	SPC
Councilor's Expenses - MRC	Ionos Web Hosting June-July	7.00	1.40	8.40	<b>8.40</b>	SPC
Colin Tearle	Internal Auditor	100.00		100.00	<b>100.00</b>	SPC
Woodchurch Hub	Newsletter Printing	140.25		140.25	<b>140.25</b>	SPC
Spick n Span	Window Cleaning - June	10.00		10.00	<b>10.00</b>	H&P
		<b>1124.70</b>	<b>1.40</b>	<b>1126.10</b>	<b>1126.10</b>	

**Proposed** Cllr S Matarazzo

**Seconded** Cllr V Brisley

### Section 106

Nothing to Report.

### Budget 2023/2024 & Precept

It was agreed that Chair E Yeomans and the Parish Clerk will start to look at the 2023/2023 budget and precept in October 2023.

### Review of Salaries

It was agreed that Chair E Yeomans and the Parish Clerk will meet for an annual salary review in the coming weeks.

### Internal Auditors Report 2023 & Appointment of Internal Auditor for 2024

It was agreed that Mr Colin Tearle, if available, would be appointed as Internal Auditor for 2024.

The following were reviewed, approved, and signed:

Review of Effectiveness of Internal Auditor

Review of Statement of Internal Control

Consideration of the Findings of the Review by Members of the Meeting as a whole

Approval of the Annual Governance Statement by the members meeting as a whole – Section 1

Signature and Dating of the Statement by the person presiding at the meeting and Clerk – Section

Consideration of the Accounting Statements by the members meeting as a whole

Approval of the Accounting Statements by the members meeting as a whole – Section 2

Signature and Dating of the Accounting Statements by the person presiding at the meeting – Section 2

**9. VILLAGE HALL**

Repairs Update

Following on from a quote received from a local plumber for the improvement works to the ladies' toilets, the Clerk will chase for a start date.

Risk Assessment

Nothing to Report.

Defibrillator

It was agreed that a second defibrillator will be purchased, and for it to be located at the Kings Head. Cllr S Matarazzo will forward on the purchasing details to the Clerk.

**Proposed** Cllr E Yeomans

**Seconded** Cllr V Brisley

Tables

The tables have been ordered with a delivery date of Tuesday 20<sup>th</sup> June 2023. Cllr V Brisley volunteered to wait at the village hall for the delivery.

Cllr M R Coggan has confirmed that the heating for the village hall has now been switched off.

**10. PAVILION & PLAYING FIELD** (see Chair's Update in Appendix C)

Community & Sports Hall Project

Chair E Yeomans shared the application for the Community Ownership Fund, and it was agreed that the Parish Council would submit an expression of interest.

Following on from a concerned member of the public, due to antisocial behaviour in the recreation ground car park at night, it was agreed that the gate to the main car park would now be locked during nighttime hours only. Times will vary throughout the year due to the darkness hours. Further discussions are needed to finalise the arrangements.

**11. UTILITIES ADVISORY GROUP/EXTERNAL RELATIONS** (see Appendix F)

**12. CONSERVATION & HERITAGE**

Millennium Sign

Nothing to Report.

**13. ADVISORY GROUPS**

Nothing to Report.

**14. HIGHWAYS**

**Byway abuse by the off roaders**

Nothing to Report.

**Lorry Watch/Speed Watch**

Cllr D Williams will circulate training details. Chair E Yeomans will post on Facebook to recruit new volunteers.

**Highway Improvement Plan**

It was agreed that this will be reassessed. Cllr D Ledger provided the 2022 version to the Councillors.

**Items to be reported to KHS/PROW**

Nothing to Report.

**15. ITEMS FOR INCLUSION ON THE NEXT AGENDA**

**16. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

There being no other business the meeting closed at 7.40pm

Date of next meeting: **12<sup>th</sup> July 2023 at Shadoxhurst Village Hall at 6pm**

Signed  
Chair

*Emma Geomans*

Dated 12/07/23

20<sup>th</sup> June 2023  
Parish Clerk

### **APPENDIX A – Borough Councillor’s Report June 2023**

Much has happened since the last meeting. Noel Ovenden (Leader of the Ashford Independents (AI)) was elected Leader of the Council and is gradually getting the administration organised. He has appointed a Cabinet of four AI and four Greens plus one of the two Independent Conservatives who stepped across to vote him as Leader. Both the Conservative and Labour Groups have announced their own Shadow Cabinet roles.

I am not on the Cabinet, but will serve on several committees, including Planning, Overview and Scrutiny, Appeals, plus the Local Plan and Planning Policy Task Group, which will in part oversee the review of the Local Plan. Additionally, both Aline and I are allocated to the River Stour Internal Drainage Board.

On the local good news front, there is progress at Dering Wood. The wood changed hands and the new owners started to fell trees. It is ancient woodland, and it is likely that there is no felling licence, and we perhaps need to formally ask the Forestry Commission what action they are taking as they were alerted at the time. ABC for their part reacted quickly to complaints and a Tree Preservation Order was placed on the whole wood, but the owner is allowed to clear the felled trees but cannot fell standing trees. An excavator has been working there and a new entrance appears to be being created. ABC have been on site several times and have now successfully obtained an interim High Court injunction to prevent any further work being carried out. It is vital to report any work going on.

Aline and I will continue to hold monthly surgeries in the same way as before. However, we could not hold today as the King’s Head was shut.

David Ledger

### **APPENDIX B – County Councillor’s Report June 2023**

- The KCC Budget continues to be under tremendous pressure, mainly due to the spiralling cost of Adult Social Care.
- There are plans to close some Household Waste Recycling Centres, in order to save money, but also to streamline the whole operation. There will be a consultation on this shortly. It is important to emphasise that all residents will still have access to an HWRC within a reasonable drivetime, and we are looking at the possibility of extending the opening hours on the busiest days.
- I still need to clarify the Lancaster Lorry situation.

### **Borough Councillor D Robey**

### **APPENDIX C – Chair’s Update SPC June 2023 Meeting**

- Report of antisocial behaviour on the Hornash Byway (see photos on next page) - a suggestion from Peter Webb that we purchase a trail cam - any views?
  - [https://www.ebay.co.uk/itm/394294865748?mkcid=16&mkevt=1&mkrid=711-127632-2357-0&ssspo=kpitzpqosts&sssrc=2047675&ssuid=&widget\\_ver=artemis&media=COPY](https://www.ebay.co.uk/itm/394294865748?mkcid=16&mkevt=1&mkrid=711-127632-2357-0&ssspo=kpitzpqosts&sssrc=2047675&ssuid=&widget_ver=artemis&media=COPY)
- Report of antisocial behaviour in the recreation ground car park at night, and a request from a local resident to consider locking the car park overnight. I understand the police were called last weekend as a quad bike type vehicle toppled into the ditch while trying to get around the gate on to the main field. As well as cars coming and going at all hours and unsavoury items found in the car park. She has volunteered to act as a “key holder” assisting with opening & closing.

- Is this something we are willing to consider? Perhaps a code padlock to save any issues with keys?
- Can we ask our PCSO contact for more frequent patrols?
- Potentially also worth considering a trail cam?
- Planning
  - Chilmington WWTW -
    - Caroline contacted planning and arranged for SPC to be added as an official consultee.
    - I submitted a high level objection referencing previous submissions by the PC advisory Groups.
    - Darren & Peter have worked together to draft the two attached documents - are we content for these to be submitted on behalf of SPC?

#### **Finance**

- S106 - no update
- Audit - worked with Caroline to reconcile the accounts and she has met with the internal auditor.

#### **Rec Field**

- Broken elliptical machine reported to Wicksteed and chased - again!!
- Funding opportunity for the pavilion building. Caroline circulated information of the Community Ownership Fund which is now open to local councils. I circulated proposed answers to the initial eligibility questionnaire on 24/5 (also attached) - grateful for feedback as this needs to be submitted asap if we are going to apply.

#### **Other**

- Hall tables - purchased.
- Refill pack purchased for hall first aid kit. Another to be ordered for Pavilion?

### **APPENDIX D - PLANNING APPLICATIONS**

#### **SHADOXHURST PARISH COUNCIL RECORD OF PLANNING APPLICATIONS MARCH - APRIL 2023**

Application Reference

**PA/2023/0897**

Site Address - Land Adjacent to "Daven", Blindgrooms Lane, Shadoxhurst, Ashford, Kent, TN26 1HN

Proposal - Proposed development of two houses along with double carport/garage and associated works in side garden area (Resubmission of refused application 22/00230/AS)

Date Valid 12/5/2023

**Application Status - Under Consultation**

**Object**

Application Reference

**PA/2023/0799**

Site Address - Ravensbourne, Nickley Wood Road, Shadoxhurst, Ashford, Kent TN26 1LZ

Proposal - Variation of condition 3 (plans) of planning permission 20/01313/AS for Extension and alteration to roof; dormer window to east; side extension to west; changes to facing materials to allow for changes to floor plans and elevations to accommodate plant room.

Date Valid 24/04/2023

**Application Status - Under Consultation**

**No Comment**

Application Reference

**PA/2023/0516**

Site Address - Colebran Wood Field, Duck Lane, Shadoxhurst, Ashford, Kent TN26 1LT

Proposal - Retrospective application to formalise alterations to the agricultural and forestry building consented under planning reference 19/00999/AS, which includes an increased yard area and amended roof sheet colour.

Date Valid 12/04/2023

**Application Status - Under Consultation**

**No Comment**

### Decision Notices/Updates received from Ashford Borough Council

Application Reference

**OTH/2023/0917**

Site Address - Little Toke, The Street, Shadoxhurst, TN26 1LU

Proposal - Non material amendment to planning permission PA/2022/2337 (Proposed single storey extension. Construction of detached car barn with home office above) to allow changes to glazing to east facing elevation of car barn and the introduction of small hip to the western side of the car barn roof

Date Valid 15/5/2023

**Application Status - Approve**

### APPENDIX E – Account Balances

#### FINANCIAL YEAR 2022-2023

#### SHADOXHURST PARISH COUNCIL

#### FINANCE - MAY 2023

#### Treasurers Account (0339)

	Balance 01/05/2023	Receipts	Payments
Opening Balance	59481.20		
Plus Receipts	0.00		
Less Payments	-1210.33		
IT Outcomes			-17.36
Plus Net			-21.60
Transfer to Forum - Coronation Grant			-250.00
Chairman's Exp - Website Hosting			-8.40
Clerks Expenses (inc ink/bin bags)			-69.64
Clerk's Salary			-693.33
Caretakers Salary			-150.00
<b>Balance 31st May 2023</b>	<b>58270.87</b>		

#### SHADOXHURST PARISH COUNCIL

#### FINANCE - MAY 2023

#### Hall & Pavilion Account (0326)

	Balance 01/05/2023	Receipts	Payments
Opening Balance	2358.88		
Plus Receipts	584.96		
Private Hall Hire/Deposit		110.00	
From Forum - P.Webb Coronation Exp		185.96	
Private Hall Hire/Deposit		124.00	
Hall Hire ABC - Elections		165.00	
Private Hall Hire Deposit			
Less Payments	-964.04		
Cleaner KK			-114.00
Deposit Return - AI			-50.00
EDF (Pavilion)			-30.00
EDF (Hall)			-185.00
P.Webb - Coronation Expenses			-185.96
Catetaker's Expenses			-17.90
Window Cleaner			-10.00
Deposit Return - AL			-50.00
Castle Water			-31.18
Deposit Return - RA			-100.00
Cleaner KJ			-63.00
Cleaner - KK			-127.00
<b>Balance 31st May 2023</b>	<b>1979.80</b>		

#### Forum & Fete Account (0342)

Balance 1st May 2023	6709.32
Transfer to H&P P.Webb Coronation Exp	-185.96
Transfer from SPC Coronation Grant	250.00
H.Collison - Ping Pong	195.00
<b>Balance 31st May 2023</b>	<b>6968.36</b>
excluding Land Trust	1133.78
<b>Forum Balance</b>	<b>5834.58</b>

#### Tennis Grant - H&P Account

Balance 1st May 2023	428.30
<b>Balance 31st May 2023</b>	<b>428.30</b>

**Proposed Cllr S Matarazzo**

**Seconded Cllr V Brisley**

## **APPENDIX F – External Liaison Group Report for 14<sup>th</sup> June 2023 SPC Meeting**

**Utilities Advisory Group** – Hornash has had some clearance work and rubble hardcore put in the ground around the house in preparation for the erection of scaffolding to protect the roof and allow safe access. Progress is slow, I will chase up Planning for a timescale for the work. Peter and I met the Planning Officer for Delcroft and spent time discussing the flawed plans submitted. He is the third Officer allocated to the application, and hopefully he now has a better understanding of the concerns we have. There is activity relating to the proposed Stubbs Cross Wastewater Treatment works although I am not involved. Last night's Kingsnorth Parish Council meeting resolved to ensure the three parish councils involved join a public meeting to align all the concerns and speak collectively.

**KALC Joint Parishes Planning Committee** – not met recently.

**KALC** – the next meeting is on the 4<sup>th</sup> July which clashes with the Planning Committee, so it would be good to get someone to attend as it is the AGM.

**Village Forum** –The first of the two boot fairs were held recently, with 15 'booters' selling which was half the number last year. The next is on the 6<sup>th</sup> August.

**Chilmington Green** – the biggest issue at the moment is the Hodson's application for a waste treatment works on Chilmington Green Road. It is **PA2023/0715** (see above).

**Newsletter** – The August edition closing date is the 15<sup>th</sup> July.